

# TECHNICAL WORK MAY NOT BEGIN PRIOR TO CO APPROVAL

NASA/GODDARD SPACE FLIGHT CENTER

## REQUEST FOR TASK PLAN / TASK ORDER

CONTRACTOR	CONTRACT NO./TASK NO.	JOB ORDER NUMBER	APPROPRIATE
QSS Group, Inc.	NAS5- 99124 TASK NO. 238 AMENDMENT	454-218-80-20-89	00 & 01

TASK TITLE: (NTE 80 characters; include Project name)

TDRS Project Resident Office Payload, S/C & Systems Engineering Services

APPROVALS: (Type or print name and sign)

ASSISTANT TECHNICAL REPRESENTATIVE (OR TASK MONITOR)

Anthony B. Comberiate

DATE

ORG  
CODE

MAIL  
CODE

PHONE

454

454

301-286-8520

BRANCH HEAD

Anthony B. Comberiate

DATE

CODE

PHONE

3/28/00

454

301-286-8520

CONTRACTING OFFICER'S TECHNICAL REPRESENTATIVE (COTR)

Robert S. Lehair, Jr.

DATE

CODE

PHONE

3/24/00

560

301-286-6588

FLIGHT HARDWARE, CRITICAL GSE OR SOFTWARE?

CONTRACTING OFFICER'S QUALITY REP.

DESIGNATED FAM:

(IF YES, NEED CODE 303 CONCURRENCE NEXT BLOCK)

(X) NO ( ) YES

The contractor shall identify and explain the reason for any deviations, exceptions, or conditional assumptions taken with respect to this Task Order or to any of the technical requirements of the Task Order Statement of Work and related specifications. The contractor shall complete and submit the required Reps and Certs.

(To be completed by Contracting Officer)

C.O. Requested Quote on:

Date:

MAR 30 2000

Contractor will develop specification or statement of work under this task for a future proc (X) NO ( ) YES

Flight hardware will be shipped to GSFC for testing prior to final de ( ) NO ( ) YES (X) N/A

Government Furnished Property/Facility (X) NO ( ) YES -- SEE LIST OF GFP (offsite only) / FACILITIES (onsite only)

Onsite Performance: (X) NO ( ) YES If yes: ( ) TOTAL ( ) PARTIAL

If partial, indicate onsite work in SOW by asterisk (\*)

Surveillance Plan Attached: (X) NO ( ) YES

Highlighted Contract Clauses: (to be completed by Contracting Officer)

The effective date of this task order can be found at the Contracting Officer's signature box below.

### INCENTIVE FEE STRUCTURE (check one)

(See Contract NAS5-99124, Attachment K, Incentive Fee Plan)

	No. 1	No. 2	X No. 3	No. 4	No. 5
Cost	10%	50%	25%	25%	%
Schedule	15%	25%	25%	50%	%
Technical	75%	25%	50%	25%	%

(to be completed by Contracting Officer)

The target cost of this task order is \$ 657,160

The target fee of this task order is \$ 42,691

The total target cost and target fee of this task order as contemplated by the Incentive Fee clause of this contract is \$ 699,851

The maximum fee is \$ 62,395

The minimum fee is \$0.

AUTHORIZED SIGNATURE:

IF TASK ASSIGNMENT IS ISSUED ACCORDING TO THE CONTRACT CLAUSE "TASK ASSIGNMENTS AND REPORTS"

Elizabeth J. Austin

4/25/00

ELIZABETH J. AUSTIN  
CONTRACTING OFFICER

SIGNATURE OF CONTRACTING OFFICER

DATE

TYPED NAME OF CONTRACTING OFFICER

CONTRACTOR'S ACCEPTANCE:

## REQUEST FOR TASK PLAN / TASK ORDER

CONTRACTOR	CONTRACT NO. / TASK NO.	TASK NO.	AMENDMENT
QSS Group, Inc.	NAS5- 99124	238	

Applicable paragraphs from contract Statement of Work: Function 2B

## STATEMENT OF WORK:

*(This is a follow-on to Task 79 under this contract.)*

The contractor shall provide liaison and coordination activities for the TDRS H,I,J program at the prime contractor site, the launch site and the spacecraft operations site (as necessary). The contractor shall:

1. Participate in the Prime Contractor's programmatic planning meetings, technical planning meetings, technical interface meetings, design reviews, and ad-hoc meetings representing NASA interests.
2. Witness the design, development, test and integration of spacecraft hardware and software.
3. Report results and observations of the activities of Items 1 and 2 above to the NASA TDRSS H,I,J Project Office on a daily basis.
4. Coordinate the visits of NASA personnel to the Prime Contractor and the exchange of contract documentation between the Prime Contractor and the TDRS H,I,J Project Office.
5. Prepare and review prelaunch testing and integrated simulation activities.
6. Monitor flight performance and provide assessments of data and anomalies and recommend courses of action.
7. Provide assessments of on-orbit tests and control center operations and recommend courses of action to assure compliance with performance requirements.
8. Compile, analyze and assess spacecraft bus, communications payload and system level performance.

## PERFORMANCE SPECIFICATIONS:

Reports shall summarize personal interfaces, content of meeting/review attended, and an analysis of spacecraft problems/issues and test results. Major activities shall be clearly summarized and analyzed, with rationale included.

## APPLICABLE DOCUMENTS:

Not applicable.

TASK END DATE: 4/30/01

## MILESTONES/DELIVERABLES AND DATES:

Spacecraft Progress Reports: Daily, due at the end of each workday.  
Special reports needed by the Project shall be prepared according to the schedule established by Project Management.  
Action items assigned to this activity shall be dispositioned in a timely manner.

## PERFORMANCE STANDARDS:

Schedule: On-time delivery of the above  
Technical: ATR's acceptance of reports to include a clear summary and analysis with rationale included

## FINAL DELIVERY DESTINATION (NAME, BLDG, ROOM):

Anthony Comberiate, building 12, room C4F